

BARNSTABLE COUNTY

In the Year Nineteen Hundred and Ninety-Six

Ordinance 96-4

To make appropriations for Barnstable County's operating budget for the Fiscal Year 1997, including the operations of the County Assembly, Executive branch, County agencies, boards, commissions, departments and institutions and the maintenance of certain County functions; for interest, reserve funds and serial bond requirements of the County, and for County Capital improvements and to borrow money to pay therefore.

BARNSTABLE COUNTY hereby ordains:

Section 1. To provide for the operations of the County Assembly, Executive branch, the several agencies, boards, commissions, departments and institutions of the County, and for sundry other functions, and to meet certain requirements of law, the sums set forth in Sections Two and Section Three for the several purposes and subject to the conditions specified in Sections Four through Eleven, are hereby appropriated from the County General Fund; the Cape Cod Environmental Protection Fund (CCEP Fund) established by Section 18 of the Acts of 1989, Chapter 716, as amended; and authorized borrowing, subject to provisions of Massachusetts General Laws regulating the disbursement of public funds and the approval thereof, for the fiscal year ending June Thirtieth, Nineteen Hundred and Ninety-seven.

GENERAL GOVERNMENT

Section 2.

(a) To appropriate a total of \$989,927, including grants of \$54,110, to fund the General Government Program for the purposes set forth below:

EXECUTIVE

To supervise and direct all county agencies. To redefine existing County services and define future needs. To provide the towns and residents on Cape Cod with regional services. To complete the restructuring of the County's personnel policies and procedures.

RESOURCE DEVELOPMENT OFFICE

To improve the professional administration of County grant programs, provide technical assistance to Cape Cod communities regarding grants and other resource development issues; and to identify and draft applications for grant funding for regional projects.

REGIONAL EMPLOYMENT BOARD

A private-public partnership which provides employment training and education, maximizes opportunities by coordinating resources and activities, and facilitates the involvement of the private sector.

ASSEMBLY OF DELEGATES

To deliberate and refine legislative proposals and conduct public hearings on such proposals. To conduct oversight inquiries on County agencies. To appropriate the County's annual operating and capital budgets. To formulate legislative initiatives to address issues of importance to Barnstable County.

ADVISORY BOARD ON COUNTY EXPENDITURES

To consider all expenditures proposed for the County budget and file a report with the Assembly of Delegates containing its recommendations for the annual budget.

DEPARTMENT OF FINANCE

To coordinate all financial services and activities. To assist in the preparation of the annual operating and capital budget. To administer a group medical and dental insurance plan for County and other town and district employees. To enable the County to coordinate financial and analytic activities, control costs, and improve the overall operational effectiveness of the County.

COUNTY SERVICES

(b) To appropriate a total of \$4,754,479, including grants of \$333,300, bonds of \$302,000, and borrowing of \$728,210, to fund the County Services Program for the purposes set forth below:

DEPARTMENT OF FACILITIES

Provides for all Physical Plant Operations, general maintenance, and planning within the County Complex, Second District Courthouse in Orleans, and certain County residences. The maintenance and operation costs of Barnstable County Hospital, Jail/House of Correction, and the County Farm are budgeted within their own programs.

COOPERATIVE EXTENSION SERVICE

The Extension Service, linked to the University of Massachusetts and the United States Department of Agriculture, educates residents through programs that focus on marine, water quality, household hazardous wastes, horticulture, agriculture, 4-H, youth development, leadership development, nutrition and food, natural resources, family strength and economic security; disseminates and applies research information into practical use for the benefit of local residents.

REGISTRY OF DEEDS

The Registry of Deeds provides a permanent public record of title to property, copies of all transfers and plans to the fifteen Boards of Assessors on Cape Cod and records for the general public. In FY '97 the Registry will begin the process of converting many of the older record books to a smaller, more manageable format that will allow more efficient use of available storage space. This department has sustained a major relocation and renovation program in Fiscal 1996. The goal being to introduce new data processing and storage techniques to this realm of operations, which will increase efficiency while maintaining the integrity of the documents being recorded and stored.

COUNTY DREDGE

Starting in FY '97, the County will operate a dredge service to maintain the channels and harbors of the Towns of Cape Cod. Through a \$1 million grant from the Massachusetts Department of Environmental Management, the County is able to capitalize the acquisition of equipment, and pass the resulting cost savings on the the Towns in the form of lower dredging rates. The County has worked with a Dredge Advisory Committee to develop a needs assessment of the dredging projects across the Cape and from the information gathered in this process has resulted in a 1996 project listing of all projects with permits and funding in place. It is anticipated that some or all of these projects will begin early in FY '97.

HEALTH SERVICES

(c) To appropriate a total of \$2,145,434, including borrowing of \$706,646, bonds of \$9,000, and grants of \$516,047, to fund the Health & Human Services Program for the purpose set forth below:

DEPARTMENT OF HEALTH & THE ENVIRONMENT

To protect the public health, as well as promote physical and mental health and social well-being of the residents of Barnstable County; identifying and reducing risk factors of chronic and communicable diseases, exposure to environmental hazards and lifestyle risks which include Tobacco Control and Chronic Disease Prevention; assistance to local Boards of Health; to maintain and operate the water quality testing laboratory; provide public information and foster improved health and human service condition.

DEPARTMENT OF HUMAN SERVICES

To strengthen the overall delivery of human services and social well-being of the residents of Barnstable County through regional effort designed to improve coordination and communication among human services providers. To work in conjunction with the Health and Human Services Advisory Council, the program seeks to enhance the level of participation and collaboration of local service providers and private citizens in the overall management of human services.

GRANTS FOR HUMAN SERVICES

The County grants funding to Elder Services of Cape Cod and the Islands, Inc. is a not-for-profit, community based organization dedicated to promoting the welfare, enhancing the quality of life, and maintaining the dignity of elder residents. The organization works through communities and their citizens to identify and respond to the needs, problems and concerns of elders and their families. The organization is a central resource for information and referral, coordinates care, advocates and provides direct care.

BARNSTABLE COUNTY HOSPITAL

Continued funding provides for the year for a one-person maintenance staff, supplies and materials; continuing operation of the physical plant on a reduced capacity basis; facility and other insurance obligations, Fiscal Year 1997 retiree health care costs; projected continuing unemployment compensation claims; and potential worker's compensation claims and other fringe benefit costs for the limited staff presence.

PUBLIC SAFETY

(d) To appropriate a total of \$3,124,537, including bonds of \$200,000, to fund State mandated county support of corrections and other authorized functions of the Public Safety Program and the Fire Academy for the purposes set forth below:

COUNTY CONTRIBUTION TO THE SHERIFF'S DEPARTMENT

Provides for those departments under the authority of the Barnstable County Sheriff. The County is mandated by the state to appropriate and transfer to the Sheriff's fund not less than one hundred and two and one-half percent of the prior year obligations for county corrections as a maintenance of effort. The County also appropriates the deeds excise funds for corrections to the Sheriff's fund.

FIRE ACADEMY

The Fire Academy provides technical resources for all fire and rescue departments in the county and training sites for municipal police departments and fire departments. They also provide training and safety programs for Boston Edison Pilgrim Station and private industry.

PLANNING & DEVELOPMENT

(e) To appropriate a total of \$2,976,798, of which \$2,646,400 is appropriated from the Cape Cod Environmental Protection Fund to fund the Planning and Development Program for the purposes set forth below:

CAPE COD COMMISSION

To develop, implement and manage programs to accomplish the Commission goals; to centralize the Commission's indirect costs; provide support services; produce a biweekly newsletter and other publications for public information and education. Implementation of Regional Policy Plan; implementation of the Districts of Critical Planning Concern (DCPC) process; coordinate, identify and promote economic development opportunities; collect, analyze and disseminate demographic and economic information. Process Developments of Regional Impact (DRI); process Districts of Critical Planning Concern (DCPC); process Environmental Notification Forms (ENFs) and Environmental Impact Reports (EIRs); promulgate regulations. To coordinate all technical activities of the Commission; to provide technical expertise in Transportation, Coastal Zone Management, Waste Management and Geographic Information System (GIS).

ECONOMIC DEVELOPMENT COUNCIL

This public-private entity has the responsibility to: sustain, support and stimulate existing Cape Cod businesses; increase employment opportunities by attracting desirable businesses to Cape Cod; including clean, light manufacturing; foster and promote communication between the community, local government and the business community; provide for economic analysis and long-range planning; promote education and job training and facilitate and coordinate site selection opportunities for economic growth; and encourage the development of self-sustaining not-for-profit organizations.

SHARED COSTS AND DEBT SERVICE

(f) To appropriate a total of \$1,555,797 for the several purposes set forth below:

EMPLOYEE BENEFITS

To fund a portion of the County share of group health and dental insurance for employees and retirees. To fund a reserve for contractual salary agreements, and other salary adjustments. The County is in the process of reviewing the existing health plans and preparing a request for proposals regarding new plan options.

SALARY RESERVE

To fund contractual increases, COLA's for non-union employees, department coverage in the event employees take family leave, and for potential regrades and reclassifications.

CONTRIBUTORY RETIREMENT

Allocates the County's retirement assessment to sub-programs based on the department's salary percentage to the County as a whole.

SHARED COSTS

To provide funds for various professional services including accounting and legal services; insurance overages and unemployment expenses; miscellaneous architectural and engineering services; conducting the County's Self-Insured Workers Compensation Program; special projects not identified with one particular department; for the establishment of a Reserve Fund for extraordinary, unforeseen, non-recurring expenses; to fund the Stabilization Fund; and for the payment of bills from prior years.

DEBT SERVICE AND INTEREST

To fund the County's principal and interest on long-term debt and interest on short term borrowings.

TOTAL FY 1997 OPERATING & CIP BUDGET

Section 3. To appropriate a total of \$15,546,972 to fund the Operating and Capital Improvement Plan Budgets for Fiscal Year 1997 according to the schedule set forth below:

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES
 Ordinance No. 96-4 - Barnstable County's Operating Budget FY '97

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	FUNDING SOURCE		
				GENERAL FUND	CCEP FUND	GRANTS OTHER BONDS
GENERAL GOVERNMENT						
0030	COUNTY COMMISSIONERS	1	217,073			
		2	8,845			
		3	4,200			
		4	5,420			
		5	800			
		9	<u>55,246</u>			
			291,584	291,584		
0007	RESOURCE DEVELOPMENT OFFICE	1	71,529			
		2	1,150			
		3	1,050			
		5	250			
		9	<u>11,299</u>			
			85,278	85,278		
0032	REGIONAL EMPLOYMENT BOARD	1	45,913			
		9	<u>8,197</u>			
			54,110			54,110
0270	ASSEMBLY OF DELEGATES	1	59,539			
		2	13,800			
		3	3,250			
		4	170			
		5	250			
		9	<u>18,044</u>			
			95,053	95,053		
3000	DEPARTMENT OF FINANCE	1	314,474			
		2	44,250			
		3	18,500			
		4	7,018			
		5	3,500			
		9	<u>76,160</u>			
			463,902	463,902		
GENERAL GOVERNMENT TOTAL			989,927	935,817		54,110

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE			
					CCEP FUND	GRANTS	OTHER	BONDS
COUNTY SERVICES								
0006	DEPARTMENT OF FACILITIES							
		1	524,540					
		2	327,320					
		3	100,919					
		4	31,636					
		5	22,660					
		6	62,000					
		9	<u>158,710</u>					
			1,227,785	1,150,785				77,000
0008	COOPERATIVE EXT. SVCS.							
		1	345,348					
		2	17,700					
		3	15,300					
		4	7,050					
		9	<u>70,749</u>					
			456,147	456,147				
0034	REGISTRY OF DEEDS							
		1	1,185,962					
		2	131,400					
		3	65,000					
		4	90,100					
		5	3,000					
		6	225,000					
		9	<u>308,575</u>					
			2,009,037	1,784,037				225,000
1000	COUNTY DREDGE							
		1	148,753					
		2	154,238					
		3	118,410					
		4	390,546					
		5	179,510					
		9	<u>70,053</u>					
			1,061,510			333,300	728,210	
COUNTY SERVICES TOTAL			4,754,479	3,390,969	333,300	728,210	302,000	

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	FUNDING SOURCE				
				GENERAL FUND	CCEP FUND	GRANTS	OTHER	BONDS
HEALTH & HUMAN SERVICES								
1610	DEPT. OF HEALTH & THE ENVIRONMENT	1	722,094					
		2	136,700					
		3	111,110					
		4	23,695					
		5	6,300					
		6	9,000					
		9	165,651					
			1,174,550	714,503		451,047		9,000
1611	HUMAN SERVICES	1	151,796					
		2	11,350					
		3	5,484					
		4	5,050					
		5	1,800					
		9	38,758					
			214,238	149,238		65,000		
1615	GRANTS FOR HUMAN SVCS.	2	50,000	50,000				
1621	BARNSTABLE COUNTY HOSPITAL	1	60,244					
		2	70,500					
		3	5,000					
		4	39,900					
		8	2,000					
		9	529,002					
			706,646				706,646	
HEALTH & HUMAN SERVICES TOTAL			2,145,434	913,741		516,047	706,646	9,000
PUBLIC SAFETY								
3501	COUNTY CONTRIBUTION SHERIFFS DEPARTMENT	4	2,782,297	2,782,297				

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	FUNDING SOURCE				
				GENERAL FUND	CCEP FUND	GRANTS	OTHER	BONDS
3620	FIRE & POLICE ACADEMY	1	7,650					
		2	90,740					
		3	21,250					
		4	600					
		5	20,000					
		6	<u>202,000</u>					
			342,240	142,240				200,000
PUBLIC SAFETY TOTAL			3,124,537	2,924,537				200,000
PLANNING & DEVELOPMENT								
1990	CAPE COD COMMISSION	1	1,484,217					
		2	596,025					
		3	74,600					
		4	79,674					
		5	4,500					
		8	500					
		9	<u>364,700</u>					
			2,604,216		2,604,216			
1991	CAPE COD COMMISSION SALARY RESERVES	1	42,184		42,184			
2000	ECONOMIC DEVELOPMENT COUNCIL	1	197,692					
		2	50,867					
		3	12,300					
		4	18,000					
		5	4,692					
		9	<u>46,847</u>					
			330,398			118,706	211,692	
PLANNING & DEVELOPMENT TOTAL			2,976,798		2,646,400	118,706	211,692	
SHARED COSTS & DEBT SERVICE								
4000	Group Health Ins.	9	600,000					
4001	Salary Reserves	1	100,000					
4002	Contributory Retirement	4	35,000					

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES
 Ordinance No. 96-4 - Barnstable County's Operating Budget FY '97

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	FUNDING SOURCE				
				GENERAL FUND	CCEP FUND	GRANTS	OTHER	BONDS
4004	Misc. & Contingent	2	86,150					
		3	680					
		4	132,400					
		5	3,780					
		9	50,000					
4010	Reserve Fund	8	30,000					
4011	Stabilization Fund	8	20,000					
4012	Prior Years Bills	8	10,000					
4013	Non-Contributory Pension	1	35,287					
		9	<u>2,500</u>					
			1,105,797	1,105,797				
4020	Debt Service	8	450,000	450,000				
SHARED COSTS & DEBT SERVICE TOTAL			1,555,797	1,555,797				
TOTAL FY 1997 OPERATING BUDGET			15,546,972	9,720,861	2,646,400	1,022,163	1,646,548	511,000

Section 4. (a) Appropriations shown according to numbered groups within departmental Budget Items and Programs are made for expenditure for general purposes as follows:

- Group 1 - for salaries and other compensation for personal services;
- Group 2 - for contractual services;
- Group 3 - for supplies and materials;
- Group 4 - for other current charges and obligations;
- Group 5 - for equipment and CIP Equipment;
- Group 6 - for capital structures, improvements and CIP;
- Group 8 - for not otherwise classified; and
- Group 9 - for fringe benefits.

(b) Funds appropriated in any group other than group 6 and group 9 may be transferred to another group within the same departmental Budget Item or Program with the written approval of the County Administrator, Director of Finance or other County official designated by the Board of County Commissioners to determine the expenditures from such departmental Budget Item or Program, provided that no such transfer shall operate to exceed the total appropriation for such departmental Budget Item or Program.

Section 5. No liability in excess of the total appropriations for any departmental Budget Item or Program as provided in this ordinance shall be incurred by any official of the County except in cases of emergency and then only upon the prior written approval of the Board of County Commissioners, the County Administrator or the Director of Finance. The amount and circumstances of any such liability approved by the Board of County Commissioners, the County Administrator or the Director of Finance shall be reported to the Assembly of Delegates not later than its second regular meeting following such approval.

Section 6. No transfers shall be made from the Capital Stabilization Fund (Budget Item 4011) except pursuant to a supplemental appropriation ordinance.

Section 7. Transfers to departmental Budget Items or Programs may be made from the Reserve Fund (Budget Item 4010) for extraordinary, unforeseen, necessary, non-recurring liabilities, provided that any such transfer shall be approved by the Board of County Commissioners and by a vote of the Advisory Board on County Expenditures representing a majority of the population of Barnstable County. Any such transfer shall be promptly reported to the Standing Committee on Finance of the Assembly of Delegates.

Section 8. (a) Transfers from the Reserve for Salary Adjustments (Budget Items 4001 and 1990-A) may be made only for increases in compensation for personal services in accordance with the Barnstable County personnel compensation plan approved in writing by the Board of County Commissioners or pursuant to the terms of any collective bargaining agreement covering employees of Barnstable County executed by the Board of County Commissioners.

(b) Transfers within the General Fund for fringe benefits (Group 9) may be made from sub-programs with excess appropriations in Group 9 to sub-programs where original appropriations are insufficient to cover the direct allocation of group insurance costs, retirement assessments, workers' compensation claims, and payroll tax contributions. Such transfers shall be determined by the Director of Finance and the Treasurer, or either of them, with approval of the County Commissioners.

Section 9. Usual expenses of travel, including highway tolls and parking fees, necessary for the performance of the duties of any County official or employee, other than travel from home to the regular workplace of such official or employee, shall be eligible for reimbursement, provided that no expenditure shall be made for the reimbursement of expenses of travel outside the Commonwealth unless such travel shall have been approved in advance in writing by the department head or other County official designated by the Board of County Commissioners to determine the expenditure of funds appropriated for such Budget Item. Such travel by any

department head or other such designated official shall have been so approved by the Board of County Commissioners. The Board of County Commissioners shall from time to time promulgate a schedule of standard mileage rates for reimbursement of travel by private automobile designed fairly to reflect the full, actual costs of motor vehicle operation.

Section 10. Notwithstanding any other provision of this ordinance, expenditures from the appropriation for the Assembly of Delegates (Budget Item 0270) shall be as determined by the Assembly of Delegates which may authorize the Speaker or the Deputy Speaker or a designee of the Assembly to approve for payment any expenditure or liability incurred by any Delegate or by any officer, employee or consultant of the Assembly in the proper performance of his duties as such.

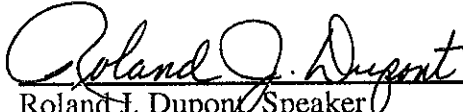
Section 11. The Board of County Commissioners may borrow money in anticipation of, and to be repaid from, the County tax for the fiscal year ending June thirtieth, nineteen hundred and ninety-seven levied pursuant to Section thirty and thirty-one of Chapter thirty-five of the general laws, and obligated state revenues to be paid to the County for said fiscal year. Such borrowing shall not exceed the sum of (i) one half the amount of such tax plus (ii) the amount of such state revenues. They may issue therefor County notes maturing within one year after the date of the loan for which they are issued is incurred. Such notes, if issued for less than one year, may be renewed from time to time; provided, that the period from the date of the original loan to the date of maturity of any refunding loan shall not exceed one year. Notes issued hereunder may be sold at such discount or bear such rate, or rates, of interest as the County Treasurer may deem proper with the approval of the County Commissioners; any discount to be treated as interest paid in advance, pursuant to Section thirty-seven of Chapter thirty-five of the general laws, Article 4, Section 4-2 (1) of the Barnstable County Home Rule Charter and Section 2.5 of the Administrative Code of Barnstable County. Such notes shall be signed by the Treasurer or Assistant Treasurer, countersigned by a majority of the Board of County Commissioners, and shall expressly be made payable from the taxes or state revenues of said fiscal year, but shall nevertheless be negotiable.

Section 12. (a) The Board of County Commissioners is hereby authorized to make necessary repairs, replacements and improvements to, and to purchase and install equipment for use in, building and facilities of the County, and to employ professional services for the design of such repairs, replacements, improvements and for the specifications of such purchases and installation of equipment, as presented in the FY '97 Capital Improvement Plan.

(b) For the purpose set forth in section 12(a), the County Treasurer, with the approval of the County Commissioners, may borrow from time to time, on the credit of the County, such sums as may be necessary but not exceeding in the aggregate, two hundred and four thousand four hundred and fifty dollars, and may issue bonds or notes of the County therefor, which shall bear on their face the words, Barnstable County Facilities and Equipment Loan, County Ordinance of 1994. Each authorized issue shall constitute a separate loan, and such loans shall be payable in not more than ten years from their dates.

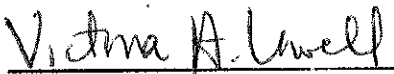

(c) All bonds or notes issued pursuant to the ordinance shall be signed by the County Treasurer and countersigned by a majority of the County Commissioners. The County may sell securities at public or private sale upon such terms and conditions as the County Commissioners may deem proper but not for less than their par value. Indebtedness incurred under this ordinance shall, except as herein provided, be subject to Chapter thirty-five of the Massachusetts General Laws.

Adopted on May 29, 1996 by the Assembly of Delegates.



Roland J. Dupont, Speaker

Approved by the Board of County Commissioners JUN 12 1996, at, 12:30 p.m.
Date Time

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